



## Risk Assessment Form - Whickham FC - First Team

Date: 31st July 2020	Name: Lynn Ready
Area/Activity: Phased return to competitive football activity – contact training and (competitive and friendly) matches	Position: Team Secretary

### Essential reading - guidance documentation

<http://www.thefa.com/news/2020/jul/17/grassroots-guidance-for-competitive-football-restart-in-england-170720>

Appendix 1 – Covid code of Behavior - <http://www.thefa.com/-/media/thefacom-new/files/get-involved/2020/detailed-covid-19-guidance-on-re-starting-competitive-grassroots-football.ashx>

Appendix 2 – Safeguarding of children - <http://www.thefa.com/-/media/thefacom-new/files/get-involved/2020/detailed-covid-19-guidance-on-re-starting-competitive-grassroots-football.ashx>

Covid 19 First aid - <http://www.thefa.com/-/media/thefacom-new/files/get-involved/2020/clubs-and-coaches---covid-19-first-aid-guidance-for-returning-to-competitive-grassroots-football.ashx>

**This document applies to any of the following activities involving any Whickham FC Youth teams regardless of location or the nature of the event: contact training sessions, friendlies, competitive matches eg festivals and league matches.**

**All the contents relate to safeguarding, which is applicable to all players up to 18.**

Item No.	Activity, Equipment, Materials, etc.	Hazard	Persons at risk	Severity	Likelihood	Risk Rating	Control Measures Required	Final Result*
						H 20-36 M 12-18 L 1-10		
<b>BEFORE ANY FOOTBALL TAKES PLACE</b>								



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1	Whickham FC Glebe Recreation Training Location	No permission to use land from Gateshead Council invalidates insurance cover	All	6	6	36 High	1. Permission has been granted by the Council	1 x 1 = 2 low
2	Alternative Training location – Inside Glebe (owner Whickham Sports Club)	Transmission of COVID-19	All	6	5	30 High	1. Completed Risk Assessment 2. Sight of venue liability Insurance 3. Following venue social distancing rules	6 x 2 Medium = 12
3	Junior Equipment Rooms and Storage: All rooms and the equipment contained within.	Transmitting corona virus via surfaces.	All	6	5	30 High	1. Any equipment to be used must be cleansed with sanitiser before and after equipment is used. This will be the responsibility of the Whickham FC coaching staff	2 x 2 = 4 Low
5	Whickham FC Changing rooms	Transmitting corona virus via surfaces.	All	6	5	30 High	1. The Whickham FC changing rooms and toilet facilities will remain closed. Players, match officials and coaches must arrive changed and shower at home. 2. Internal toilets will remain closed 3. Use of outside toilets within stand only	2 x 2 = 4 low
6	Whickham FC Glebe training location – maintaining social distance when entering the pitches	Lack of social distancing.	All	6	5	30 High	1. Cars must be parked appropriately in the designated car park to ensure social distancing rules.  There must be	4 X 3 = 12 medium



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							<p>i) one entrance and one exit onto the pitches at any one time,</p> <p>ii) all players enter and exit in the same direction / car parking area - and</p> <p>iii) players go in and out in single file, at least 2 metres apart as per regulations</p> <p>The above rules must be clearly stated on the gate and managers will be responsible for displaying this information on the gate before and after the training session.</p> <p>Entrance and Exit - The manager / assistant will open the relevant gates and will ensure that all players and parents enter via these gates abiding by the rules above. First manager to arrive must open gates, and last manager to leave must lock the gates.</p> <p>No touching of any surfaces when entering or exiting the pitch.</p>	
7	<b>Whickham FC The Glebe (and any away competitive or friendly playing venue</b>	Hazardous debris / waste and broken glass on playing surface.	Players	3	3	9 Low	Scan and make sure that all debris and dog mess is cleared from the playing/training surface by Ground staff	2x2=4 Low
8	<b>Whickham FC training and</b>	Player(s) arriving with, or developing, Corona virus	All	6	6	36 High	All players and parents must undergo a self-assessment for any Covid-19 symptoms before	4 x 4=16 medium



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	matchday Covid 19 checklist	symptom(s) before the match.					training and matches. If symptoms are shown, or in doubt, they must advise the coach immediately and begin self-isolation.	
9	Appendix 1 from the Detailed Covid 19 guidance FA pdf laminated document.	Safety briefing	All	3	2	6 Low	Whickham FC managers to refer to the document and ensure that the Whickham team has been reminded - and that the Away team manager has also seen - the Appendix 1 document.	2x2 = 4 Low
10	Whickham FC training and matchday Covid 19 checklist	NHS Track and trace	Players	6	6	36 High	Clubs and facility providers must support NHS test and trace efforts by collecting name and contact information on participants at both training and matches.	2x2 = 4 Low
11	Whickham FC and any away competitive or friendly playing venue	Travelling to and from matches	All	6	6	36 High	All participants and other attendees should follow best practice for travel, including minimising use of public transport.  People from a household or support bubble can travel together in a vehicle.  If participants do have to travel with people outside their household or support bubble, they should follow Government advice on travelling with people outside their household or support bubble.	2 x 2 = 4 Low



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12	Whickham FC training and matchday Covid 19 checklist	No permission to play	Managers and players	6	6	36 High	<p>Each manager must have written consent from each player (registered) prior to each match to take part in any football match.</p> <p>Players must have their own pen or if they are to use another pen, hand hygiene must be practiced.</p>	2 x 2 = 4 Low
<b>DURING ALL FOOTBALLING ACTIVITIES</b>								
13	Whickham FC and any away training, competitive or friendly playing venue	Multiple spectators - gather to watch the training session.	All	2	4	8 Low	<ol style="list-style-type: none"> <li>1. Physio/First Aider always present at each session in case of any emergency.</li> <li>2. Spectator area to maintain social distancing rules from players and other spectators.</li> <li>3. If managers / assistants feel uncomfortable carrying on if there is a gathering of spectators, the manager / assistant can stop the training and report this to the club committee.</li> </ol>	2 x 2 = 4 Low



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							4. Coaches will be supported by the committee in any decisions taken to manage this risk.	
14	Whickham FC and any away training, competitive or friendly playing venue	Social distancing in competitive training	All	6	4	24 High	<p>Competitive training can take place for all participants, in an outdoor setting provided this takes place in groups of no more than 30 (including coaches).</p> <p>However (due to having 2 under 18's in squad) as per safeguarding rules the ratio of coaches (<a href="http://www.thefa.com/-/media/thefacom-new/files/rules-and-regulations/safeguarding/section-5/5-5-ratios-of-adults-to-children-black-and-white-version.ashx">http://www.thefa.com/-/media/thefacom-new/files/rules-and-regulations/safeguarding/section-5/5-5-ratios-of-adults-to-children-black-and-white-version.ashx</a>) to players should be:</p> <p>NSPCC RECOMMENDED ADULT TO CHILD RATIOS</p> <ul style="list-style-type: none"> <li>• For 13 to 18 years – one adult to every 10 children (1:10)</li> </ul> <p>In all settings before and after the session, and in any breaks, all participants should practice social distancing, in line with Government guidelines on 2 metres or '1 metre plus'.</p> <p>Any spectators at training sessions (including parents and Carers) must be restricted to discrete six-person gathering limits and spread</p>	3 x 6 = 18 Medium



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							<p>out, in line with wider government guidance, ensuring space for officials, coaches and substitutes.</p> <p>Strictly follow the FA guidelines on permitted Grassroots Football activity.</p> <ol style="list-style-type: none"> <li>1. Sanitise the equipment before and immediately after the session.</li> <li>2. Players personal equipment must be stored separately and not come in contact with other players equipment This includes water bottles, training tops and boots.</li> <li>3. Strong hand hygiene practices should be in place before and after – Managers / Assistants must have a supply of hand sanitiser.</li> <li>4. Managers/Ground staff must also ensure any equipment such as bibs and balls are sanitised, washed, and stored safely after every session.</li> </ol>	
15	<b>Whickham FC or any away training venue –</b>	Social distancing around matches	All	6	4	24 High	<ol style="list-style-type: none"> <li>1. Competitive match play is now permitted, however, in all settings before and after matches all participants should practice social</li> </ol>	3x2 = 6 Low



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	Competitive match play						distancing and follow club and FA guidance.	
16	Whickham FC or any away training venue – Competitive match play	Football coaches working with players with impairments - Social distancing rules and hygiene.	Managers and players	6	3	18 Medium	<ol style="list-style-type: none"> <li>Managers must cater for any additional needs whilst avoiding any physical contact and maintaining social distancing.</li> <li>Individuals should follow Government guidance relevant to their own impairment or health condition.</li> </ol>	2x6=12 Medium
17	Whickham FC or any away training venue – Competitive match play	Other Covid-19 modifications – in matches (and training where applicable)	Players, coaches, officials	6	3	18 Medium	<ul style="list-style-type: none"> <li>Pre-match handshake <b>should not</b> happen. Instead players will be asked to hand-sanitise before kick-off.</li> <li>Team talk huddles <b>should not</b> take place.</li> <li>Team talks can take place, as long as social distancing is observed and held outdoors where possible.</li> <li>Warm-ups/cool-downs should always observe social distancing.</li> <li>Coaches, other team staff and substitutes are allowed, but must also always observe social distancing on touchlines/dug outs.</li> </ul>	4 x 2 = 8 Low





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							<p>Social distancing must also be observed during interactions when a substitution is being made.</p> <ul style="list-style-type: none"> <li>- Set plays – free kicks: referees and coaches should encourage players to get on with the game and not unnecessarily prolong set play set-up, such as defensive walls.</li> <li>- Set plays – corners should also be taken promptly to limit prolonged close marking and goal posts should be sterilized before matches, after matches and at half time.</li> <li>- Goal celebrations should be avoided.</li> <li>- Interactions with referees and match assistants should only happen with players observing social distancing.</li> <li>- Small-sided football should be modified to provide more regular hygiene breaks in activity.</li> <li>- Youth football coaches are encouraged to limit persistent proximity of participants during match play (where young participants may be more likely to cluster</li> </ul>	



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							around the ball) and provide regular hygiene breaks in activity.	
18	<b>Whickham FC or any away training venue – Competitive match play</b>	Social distancing during breaks (e.g. halftime)	Players, managers, assistants, and officials	6	6	36 High	<p>All participants must remain socially distanced during breaks in play, with spaced areas for equipment and refreshment storage for everyone including officials and substitutes.</p> <p>Coaching staff and substitutes, should, for example, spread out and <b>avoid sharing a dug out or bench</b> if social distancing cannot be observed.</p> <p>Players and officials should also observe social distancing during sin-bin instances.</p> <p><b>Water bottles or other refreshment containers should in no circumstances be shared. Participants are advised to bring their own drinks or refreshments, in a named container.</b></p>	3 x 2 = 6 Low
19	<b>Whickham FC or any away training venue – Competitive match play</b>	Use of equipment	Players, managers, and assistants	6	3	18 Medium	<p>The sharing of equipment must be avoided where possible. Where equipment is shared, equipment must be cleansed before use by another person.</p> <p>Players kit will be laundered by the club via the washing facilities on site or launderette. Players</p>	3 x 2 = 6 Low



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						H 20-36 M 12-18 L 1-10		
							<p>asked to remove kit and place in order so they can be placed into washing machines safely.</p> <p>Where kit must be loaned or stored together (e.g. last-minute stand-in players, shortage of kit, or an essential club function), each person handling it must wash or sanitise their hands immediately after and appropriate cleaning arrangements for the kit must be made.</p>	
20	<b>Whickham FC or any away training venue – Competitive match play</b>	Ball transfer	All	6	3	18 Medium	<p>The nature of football means that the ball is not frequently handled.</p> <p>When the ball goes out of play it should not be retrieved by non-participants and should be retrieved using the feet rather than the hands where possible.</p> <p>Where there are breaks in the game, or training, if throw-ins or handling has occurred the ball should be disinfected.</p>	3 x 2 = 6 Low
21	<b>Whickham FC or any away training venue – Competitive match play</b>	Shouting	All	6	6	36 High	<p>There is an additional risk of infection in proximity situations where people are shouting or conversing loudly.</p> <p>This particularly applies when face to face. If possible, players should therefore avoid shouting or raising their voices when facing</p>	3 x 2 = 6 Low



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							each other during, before and after games. This is included within The FA's Code of Behavior.	
22	Whickham FC or any away training venue – Competitive match play	Spitting	All	6	6	36 High	<p>Everyone should refrain from spitting.</p> <p>If you need to sneeze or cough, you are encouraged to do so into a tissue or upper sleeve and advised to avoid touching your face. Ensure any tissues are disposed of in a sealed bin as soon as possible.</p>	3 x 2 = 6 Low
23	Whickham FC or any away training venue – Competitive match play	Spectators	All	6	5	30 High	<p>Supporters, parents, and other spectators should remain socially distanced whilst attending events.</p> <p>Spectator groups must be restricted to discrete six-person gathering limits and spread out, in line with wider Government guidance, ensuring space for officials, coaches and substitutes.</p>	3 x 2 = 6 Low
24	Whickham FC or any away training venue – Competitive match play	Social distancing rules and hygiene. Injuries eg cuts, scrapes, head injuries.	All	3	6	18 Medium	<p><a href="http://www.thefa.com/-/media/thefacom-new/files/get-involved/2020/clubs-and-coaches---covid-19-first-aid-guidance-for-returning-to-competitive-grassroots-football.ashx">http://www.thefa.com/-/media/thefacom-new/files/get-involved/2020/clubs-and-coaches---covid-19-first-aid-guidance-for-returning-to-competitive-grassroots-football.ashx</a></p> <p>A parent/carer for each player must be present. If a participant gets injured, a member of their</p>	2x6=12 Medium



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							<p>household can assist if present and appropriate, but others (including match officials and teammates and coaches) will still need to socially distance unless a life- or limb-threatening injury necessitates compromising guidelines to provide emergency care.</p> <p>If a participant becomes Covid-19 symptomatic during the activity, they should immediately remove themselves from the session and return home as soon</p> <p>If a player gets a cut / scrape, the manager must provide antiseptic wipes to the player, who will have to administer it themselves. The wipe must be placed in a secure hygienic bag and disposed of safely at home – not in a public waste bin.</p>	
25	<b>Whickham FC or any away training venue – Competitive match play</b>	Social distancing rules and hygiene.	All	3	6	18 Medium	<ol style="list-style-type: none"> <li>1. Players and officials should always adopt strong hand and clearing of airways (e.g. goalkeepers spitting on gloves) hygiene practices, to protect themselves and others.</li> <li>2. Emergency contact details must be carried by coaches at all training sessions for all players.</li> </ol>	2x6=12 Medium



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							<ol style="list-style-type: none"> <li>3. The Exec committee members, or Durham FA, can perform spot checks to ensure that all the above mitigating actions are being adhered to.</li> <li>4. Players and officials representing the club when training. To avoid sanctions, we must not be accused of breaching the Government's social distancing and health guidelines, nor the specific FA guidelines.</li> <li>5. Any complaints about any breach will be investigated by the committee. The club reserves the right to withdraw permission for the manager and their team to train following any upheld complaint which breaches national and FA guidance. This may result in the club issuing team fines.</li> </ol>	
26	DBS approved	Ensuring safeguarding (currently two under 18's in squad)	All	4	1	4 low	<ol style="list-style-type: none"> <li>1. Only officials that have been validated by the Club's safeguarding team, can be involved in the running of the sessions. This is normal club safeguarding practice.</li> <li>2. The manager has the complete support of the club to suspend/cancel any sessions (due to health, vulnerability or</li> </ol>	4x1 = 4 low



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							simply that they do not want to run sessions currently) if they do not wish to. Parental pressure IS NOT a reason to start up sessions.	
<b>AFTER ALL FOOTBALL ACTIVITY</b>								
27	<b>Whickham FC or any away training venue - Competitive match play</b>	Lack of sanitizing or cleaning of kit/equipment	All	6	6	36 High	<p>Hands should be washed at the earliest opportunity and personal equipment should be cleansed with a disinfectant.</p> <p>Individuals should take their own kit home to wash it themselves, rather than have one person handling a large quantity of soiled materials.</p> <p>Where kit must be loaned or stored together (e.g. last-minute stand-in players, shortage of kit, or an essential club function), each person handling it must wash or sanitise their hands immediately after and appropriate cleaning arrangements for the kit must be made.</p>	3 x 2 = 6
28	<b>Whickham FC or any away training venue -</b>	Lack of social distancing	All	6	5	30 High	After training sessions and/or matches, participants must maintain government mandated social distancing for social interaction.	3 x 2 = 6 Low



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	Competitive match play						Depart the venue as per signage and directions.	
29	Whickham FC or any away training venue – Competitive match play	Sanitising of equipment		6	5	30 High	Any equipment to be used must be cleansed with sanitiser after use. This will be the responsibility of the Whickham FC coaching staff	3 x 2 = 6 Low

### To be completed by the person undertaking the risk assessment

Name: Lynn Ready

Position: Team Secretary

Signature:

Date:

### To be completed by the Club Chairperson

I consider this risk assessment to be suitable and sufficient to control the risks to the health & safety of both employees undertaking the tasks and any other person who may be affected by the activities.

Name: Ben Riley

Position: Chairman

Signature:

Date:

***NB – If Chairperson does not agree that the risk assessment is suitable and sufficient then the assessment must be reviewed and amended accordingly.***





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## Calculating the risk rating

**Risk = Likelihood x Severity**

Likelihood	X	Severity
Remote = 1		Near miss = 1
Unlikely = 2		Minor injury = 2
Possible = 3		Lost time = 3
Likely = 4		Major injury = 4
Very Likely = 5		Fatality = 5
Certain = 6		Multiple fatality = 6

## Severity 1 to 6

Likelihood 1 to 6	Near miss	Minor injury	Lost time	Major injury	Fatality	Multiple fatality
	Remote	1	2	3	4	5
Unlikely	2	4	6	8	10	12
Possible	3	6	9	12	15	18
Likely	4	8	12	16	20	24
V Likely	5	10	15	20	25	30
Certain	6	12	18	24	30	36

- Acceptable region: no need to do more
- Tolerable region: Reduce risk as low as reasonably practicable
- Unacceptable region: MUST reduce risk to at least tolerable



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# RE-STARTING OUTDOOR COMPETITIVE GRASSROOTS FOOTBALL – SUMMARY

## COVID-19 GUIDANCE



**FOR CLUBS, PLAYERS, COACHES, CLUB OFFICIALS, CLUB WELFARE OFFICERS, MATCH OFFICIALS, LEAGUE OFFICIALS, VOLUNTEERS, PARENTS/CARERS SPECTATORS AND FOOTBALL FACILITY PROVIDERS – Published: 18 July 2020**

This document outlines actions to be taken before, during and after all competitive grassroots football activity in England. It should be read in conjunction with the latest UK Government Covid-19 guidance available [here](#) and the more detailed guidance document produced by The FA, available [here](#).

In outdoor competitive training and matches, physical contact is now allowed, but for all other activity (e.g. warm-ups/cool-downs) the Government guidance on social distancing should be observed, read [here](#). Should Government guidance change in response to the current Covid-19 Alert Level, The FA guidance will be updated accordingly.

### BEFORE ACTIVITY

- Everyone should self-assess for **Covid-19 symptoms** before every training session or match. If you are symptomatic or living in a household with possible or actual Covid-19 infection you must not participate or attend. You should stay home and follow the latest **Government guidance**.
- Clubs/facility providers should appoint a Covid-19 officer and conduct a thorough **risk assessment** before re-opening or re-starting competitive activity. They should also follow current **'NHS test and trace'** protocols, such as keeping an attendance register.
- Personal hygiene measures should be carried out by everyone and hand sanitisers brought and used at the training/match venue.
- The sharing of kit and equipment should be avoided, but where equipment is shared, it must be cleaned before use by another person.
- Goal posts and corner poles should be wiped down before matches, after matches and at half time.
- Follow Government guidance for travel, including minimising use of public transport.
- Active participants should arrive changed and ready to take part.
- Youth team coaches should re-acquaint themselves with all safeguarding policies and procedures.
- Meet-up times should be adjusted to avoid time spent congregating at a venue.
- Use of clubhouses, hospitality facilities, changing rooms and toilets must adhere to **Government guidance**.

Anyone who is deemed vulnerable in respect of Covid-19 is reminded to follow the Government's guidance, only returning to football when it's right for them to do so.

### DURING TRAINING & MATCH PLAY

- Competitive training can take place for all participants, in an outdoor setting provided this takes place in groups of no more than 30 (including coaches).
- Competitive match play is permitted, with social distancing in place before and after the session, and in any breaks in play.
- The sharing of kit and equipment should be avoided and participants should bring their own drinks or refreshments, in named containers.
- When the ball goes out of play, it should not be retrieved by non-participants and should be retrieved using the feet rather than the hands where possible.
- Participants must not spit and should avoid shouting or raising their voices when facing each other, as detailed in The FA Covid-19 Code of Behaviour.
- Set plays: players are encouraged to avoid unnecessarily long set-up or close marking. Other modifications apply to specific situations, such as goal celebrations being discouraged. Read more in The FA's more detailed guidance [here](#).
- Youth football coaches are encouraged to limit persistent close proximity of participants during match play and training.
- Observing rigorous hygiene standards, injuries can be treated. See full guidance [here](#).
- Spectator groups should be limited to six people per group and spread out in line with wider **Government guidance**.
- Match fee payments should be cashless – consider using **The FA Matchday App**.
- Small-sided football should include more regular hygiene breaks in activity and players discouraged from touching or tackling against boards.

### AFTER ACTIVITY

- Hands should be washed at the earliest opportunity and personal equipment should be wiped down with a disinfectant.
- Unless absolutely necessary, participants should take their kit home and wash it themselves, or by family members. Post-activity showers should be taken at home.
- Everyone must continue to maintain **social distancing** including in any facilities where groups of people congregate (e.g. clubhouses).
- Everyone should leave following the traffic-flow system the club or facility provider has put place.
- Anyone who becomes infected after training/matches should report this to the **NHS test and trace system**.

#### DISCLAIMER:

This guidance is for general information only and does not constitute legal advice, nor is it a replacement for such, nor does it replace any Government or PHE advice; nor does it provide any specific commentary or advice on health-related issues. Affected organisations should therefore ensure that they seek independent advice from medical practitioners, or healthcare providers, prior to implementing any re-opening plan, as required. Independent legal advice

should be sought, as required and depending on your, or relevant circumstances. While efforts have been taken to ensure the accuracy of this information at the time of publication, the reader is reminded to check the Government website to obtain the most up-to-date information regarding social distancing and any other Government measures.

**THANK YOU! NOW LET'S GET OUR GREAT GAME GOING AGAIN – SAFELY.**



## Risk Assessment Form - Whickham FC - First Team

Appendix 1 from the "FA detailed Covid 19 guidance" pdf – this will be provided to managers as a laminated document.

### CODE OF BEHAVIOUR

Covid-19 is a highly infectious and dangerous disease. A resumption of contact play is only achievable if those involved create and maintain a controlled environment that minimises the threat of infection.

Risk in sport cannot be completely eradicated but with caution and care these risks can be reduced.

Each player will need to decide when to return to contact football, based on their own circumstances and the arrangements that have been put in place for a safe return. This is particularly the case for players from BAME communities or those with underlying health conditions.

All those returning to competitive grassroots football must adopt the following code of behaviour:

- **Be aware of your own personal health.** If you show any of the Covid-19 symptoms you must stay at home, inform NHS Test and Trace and seek medical advice.
- **Be responsible.** Read the guidance provided by The FA and by your club so that you are aware of the changes to the game and what is expected of you. This will include things like being prepared to wash your own kit, bringing your own labelled water bottle and being aware of changes to meet-up times.
- **Practise good hygiene.** Wash your hands regularly and before, during and after a game.
- **Where possible maintain social distancing.** This won't always be possible in a competitive match environment (for example when tackling an opponent) and that is acceptable. However, before, and after a game you should maintain social distancing.
- **Support NHS Test and Trace.** You're likely to be asked to provide your details so that in the event of a Covid-19 outbreak those potentially infected can be traced. This is to everyone's benefit so please co-

operate.

- **Do not spit.** Spitting and the rinsing out of mouths is now a recognised risk to health and must not be done. Avoid shouting or raising your voice if face to face with other players.
- **After the game.** Be aware that other users may be waiting to use the facilities. Changing rooms and showers are likely to be closed and any socialising must follow the **Government's guidance** on social distancing.